Executive Board of the
United Nations Development Programme
and of the
United Nations Population Fund

DP/1998/CRP.10
1 September 1998

ORIGINAL: ENGLISH

Third regular session 1998
14-16 September and 21-22 September 1998, New York
Item 1 of the provisional agenda

# DRAFT WORK PLAN FOR THE EXECUTIVE BOARD IN 1999

## INTRODUCTION

1. In accordance with decision 96/25, the present document contains a preliminary draft work plan for the UNDP/UNFPA Executive Board work during 1999. It includes an outline of priority issues for both UNDP and UNFPA with an initial indication of the session at which the issues may be considered by the Board, taking into account any relevant prior decisions as well as the Board's request to focus deliberations at each session.

2. This draft work plan should be considered preliminary in that the Executive Board will consider several important matters at the third regular session 1998. Among them are funding strategies for both UNDP and UNFPA, which are being considered pursuant to General Assembly resolution 50/227, Economic and Social Council resolution 1997/59 of 24 July 1997, and Executive Board decisions 98/3 (concerning UNDP) and 98/7 (concerning UNFPA). Decisions taken at the third regular session 1998 on these and other matters will be reflected in a revised work plan presented to the Board at the first regular session 1999 for official adoption.

## Annex 1

### UNDP PRIORITY ISSUES FOR 1999

| ISSUE | FOLLOW-UP | REPORT TYPE | SESSION |
|---|---|---|---|
| A. Increase resource base and put UNDP funding on a predictable, assured and continuous basis | Establish framework for implementing the funding strategy adopted at third regular session 1998 | CRP<br>Official | First<br>Annual |
| B. Improve UNDP profile and image | Develop and implement plan of action for information and communication:<br>• Presentation on key areas of communication needs<br>• Plan of action to implement the key areas | <br>Oral<br>Official | <br>First<br>Annual |
| C. Improve programme quality and assess results | Review of country cooperation frameworks and analysis of lessons learned in order to improve programming | Official<br>Official | Second<br>Third |
| | Follow-up to decision on review of successor programming arrangements | * | * |
| | Continued application of guiding principles on narrowing the focus of UNDP | Official (in context of new CCFs) | Regular sessions |
| | Strategic evaluations on the programme approach and on the reintegration of displaced persons in countries faced with emergency situations | Official | Annual |

*** to be determined at the third regular session.**

| ISSUE | FOLLOW-UP | REPORT TYPE | SESSION |
|---|---|---|---|
| D. Implementation of major decisions of UNDP 2001 | Develop mechanism for monitoring and assessing results of implementation of major policy decisions | CRP<br><br>Official | First<br><br>Annual |
| E. Continue UNDP support for United Nations reform | Contribute to greater effectiveness and efficiency of the resident coordintor system | | |
| | Strengthen field-level coherence of United Nations presence, including United Nations Development Assistance Framework (UNDAF) and harmonization of programmes and expansion of common premises and services | Offical | Annual |
| | Strengthen the partnership relationships with other development partners, including with other United Nations development organizations and the Bretton Woods institutions | | |

Annex 2

UNFPA PRIORITY ISSUES FOR 1999

| ISSUE | FOLLOW-UP | REPORT TYPE | SESSION |
|---|---|---|---|
| A. Increase resource base and put UNFPA funding on a predictable, assured and continuous basis | Establish framework for implementing the funding strategy adopted at the third regular session 1998 | CRP/Official<br>Official | Second<br>Annual a/ |
| B. Improve programme quality and measure results | Strengthen link between programme inputs and outputs through logframe analysis in country and intercountry programmes | Official a/ | Annual |
| | Standardize reporting procedures on indicators of International Conference on Population and Development (ICPD) goals | Official a/ | Annual |
| | Increase number of external evaluations and produce syntheses of results | Official a/ | Annual |
| C. Sharpen focus on key programme areas | Target assistance within countries and focus assistance on specific areas where UNFPA has comparative advantage | Official b/ | Annual |
| | Intensify information, communication and advocacy activities | Oral | Annual |
| | Reassess the Technical Support Services (TSS) system and develop future options for enhancing the system | Official<br>Official | Second<br>Third |
| D. Strengthen internal oversight, audit and accountability | Increase quality and coverage of management audits and ensure follow-up of recommendations for all oversight mechanisms | Official | Annual |

| ISSUE | FOLLOW-UP | REPORT TYPE | SESSION |
|---|---|---|---|
| E. Conclude preparations for ICPD+5 and follow-up on outcomes | Report on outcomes of roundtables, technical meetings and The Hague Forum | CRP | Second |
| | Report on outcomes of the Special session of the General Assembly and implications of ICPD+5 for UNFPA programme priorities<br><br>Take advantage of momentum of ICPD+5 process and outcomes to refocus attention on issues raised in the ICPD Programme of Action and to reaffirm commitments made at Cairo, including on funding | CRP | Third |
| F. Continue UNFPA support for United Nations reform | Participate actively at the country level in the Resident Coordinator system, including in implementation of the common country assessment, country strategy note and UNDAF and other such mechanisms and measures | Official a/ | Annual |
| | Continue collaboration to improve common premises and services | | |
| | Continue active participation in UNDG and its executive and other committees | | |
| | Promote ways to streamline the work of the UNDG so as to lighten the burden on UNFPA field offices | | |

a/ Reported on in the context of the annual report
b/ Reflected in country programmes and in the annual report

**EXECUTIVE BOARD OF UNDP/UNFPA**
**DRAFT WORK PLAN 1999**

Table 1. First regular session 1999 (25-28 January 1999)

(5 working days)

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 1 | | | | ORGANIZATIONAL MATTERS |
| | | A | | Election of the Bureau for 1999 |
| | Official (DP/1999/L.1) | A | | Provisional agenda, annotations, list of documents |
| | Official | I | | Report on the third regular session 1998 |
| | Official | A | ½ day | Decisions adopted by the Executive Board in 1998 |
| | CRP | | | Annual work plan 1999 for UNDP/UNFPA Executive Board (96/25) |
| | | | | JOINT UNDP/UNFPA SEGMENT |
| 2 | Official | I | ½ day | Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3) |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| | | | | UNDP SEGMENT |
| 3 | | | | UNDP 2001 |
| | Oral | I | | Progress report on implementation of change management (97/15) |
| | | | 1 day | |
| 4 | | | | COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS |
| | Official | A | | Country cooperation frameworks |
| | Official | I | | Report on assistance to Somalia (UNDP initiative) |
| 5 | Oral | I | | INFORMATION AND COMMUNICATION STRATEGY |
| | | | ½ day | Presentation on key areas of communication needs (98/15) |
| 6 | | | | SPECIAL FUNDS AND PROGRAMMES |
| | Official | I | 1 day | Reports on activities of the Global Environment Facility, Montreal Protocol, the Office to Combat Desertification and Drought (UNSO) and United Nations Revolving Fund for Natural Resources Exploration (92/2) |
| 7 | | | | RESOURCE MOBILIZATION |
| | CRP | I | ½ day | Follow-up to decision of the third regular session 1998 on funding strategy |
| 8 | | | | OTHER MATTERS |
| | | | ½ day | Coordinating Committee on Health |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| | | | | JOINT MEETING OF THE UNDP/UNFPA AND UNICEF EXECUTIVE BOARDS |
| | Oral | I | ½ day | Report on the review of the UNDAF pilot phase |

* To include participation of staff representative.

Abbreviations: A = action; CRP = conference room paper; I = information.

Table 2. Second regular session 1999 (5-8 April 1999)

(4 working days)

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 1 | | | | ORGANIZATIONAL MATTERS |
| | Official (DP/1999/L.2) | A | | Provisional agenda, annotations, list of documents |
| | Official | A | | Report on the first regular session 1999 |
| | Official | I | ½ day | Decisions adopted by the Executive Board at its first regular session 1999 |
| | | | | JOINT UNDP/UNFPA SEGMENT |
| 2 | Official | A | | REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL |
| | | | | UNFPA SEGMENT |
| 3 | Official | A | ½ day | COUNTRY PROGRAMMES AND RELATED MATTERS |
| 4 | | | | TECHNICAL SUPPORT SERVICES |
| | Official | I | ½ day | Progress report on the effectiveness of improvements in the operation of the Technical Support Services system (98/6) |
| 5 | CRP | I | ½ day | SECTOR-WIDE APPROACHES |
| 6 | | | | ICPD+5 |
| | Oral/CRP? | I | ½ day | Progress report on ICPD+5 process, including the outcome of the Hague International Forum |
| 7 | CRP | I | ½ day | RESOURCE MOBILIZATION |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| | | | | UNDP SEGMENT |
| 8 | | | | COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS |
| | Official | A | ½ day | Country cooperation frameworks |
| 9 | | | ½ day | OTHER MATTERS |

Abbreviations: A = action; CRP = conference room paper; I = information.

Table 3. Annual session 1999 (14-24 June 1999)

(10 working days)

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 1 | | | | ORGANIZATIONAL MATTERS |
| | Official (DP/1999/L.3) | A | | Provisional agenda, annotations, list of documents |
| | Official | A | ½ day | Report on the second regular session 1999 |
| | Official | I | | Decisions adopted by the Executive Board at its second regular session 1999 |
| | | | | UNDP SEGMENT |
| | | | ½ day | SPECIAL EVENT |
| 2 | | | | ANNUAL REPORT OF THE ADMINISTRATOR |
| | Official | A | 1½ days | Introduction, including review of non-core resources (98/2) and progress report on UNDP 2001 (97/15) |
| | Official | A | | Programme records, including United Nations System-wide Special Initiative for Africa and Programme of Assistance to the Palestinian People |
| | Official | A | | Special funds and programmes |
| | Official | I | | Joint Inspection Unit |
| | Official | I | | Statistical annexes |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 3 | Official | I | ½ day | EVALUATION |
| 4 | | | | COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS |
| | Oral | I | ½ day | Assistance to Myanmar - annual report on implementing the Human Development Initiative (98/14) |
| 5 | | | | INFORMATION AND COMMUNICATION STRATEGY |
| | Official | A | ½ day | Plan of action to implement key areas identified at the first regular session 1999 (98/15) |
| 6 | | | | RESOURCE MOBILIZATION |
| | | | 1 day | Follow-up to decision on UNDP funding strategy |
| 7 | | | | TECHNICAL COOPERATION AMONG DEVELOPING COUNTRIES (97/2) |
| | Official | I | | Follow-up to decision 97/2 |
| | Official | I | ½ day | Report of the High-Level Meeting on TCDC |
| 8 | Official | I | | FOLLOW-UP TO UNITED NATIONS REFORM (including activities of the Emergency Relief Coordinator) |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 9 | | | ½ day | UNITED NATIONS OFFICE FOR PROJECT SERVICES |
| | Official | A | | Annual report |
| | | | | Follow-up to decision 97/23 |
| | | | | JOINT UNDP/UNFPA SEGMENT |
| 10 | | | ½ day | UNAIDS |
| 11 | Official | I | | INTERNAL AUDIT AND OVERSIGHT |
| | | | | UNFPA SEGMENT |
| 12 | | | | REPORT OF THE EXECUTIVE DIRECTOR FOR 1998 |
| | Official | I | | Introduction by the Executive Director |
| | Official | I | | Programme priorities |
| | Official | I | 1½ days | Evaluation |
| | Official | I | | Resource mobilization |
| | Official | I | | Global Contraceptive Commodity Programme/Global Initiative on Contraceptive Requirements |
| | Official | I | | Regional overview |
| | Official | I | | Statistical annex |
| 13 | Official | A | ½ day | WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 14 | | | | TECHNICAL SUPPORT SERVICES |
| | Official | A | ½ day | Reassessment of the UNFPA TSS system (97/27) |
| 15 | | | | INFORMATION AND COMMUNICATION STRATEGY |
| | Oral | I | ½ day | Implementation of decision 97/13 |
| 16 | | | { | OTHER MATTERS |
| | Oral | I | ½ day { { | Report on World Trade Organization initiative for least developed countries |

Abbreviations: A = action; CRP = conference room paper; I = information; ICPD = International Conference on Population and Development.

Table 4. Third regular session 1999 (13-17 September 1999)
(5 working days)

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 1 | | | | ORGANIZATIONAL MATTERS |
| | Official (DP/1999/L.4) | A | | Provisional agenda, annotations, list of documents |
| | Official | A | | Report on the annual session 1999 |
| | Official | I | ½ day | Decisions adopted by the Executive Board at its annual session 1999 |
| | CRP | I | | Outline for Executive Board work plan 2000 |
| 2 | | | | **UNDP SEGMENT** |
| | Official | I | | COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS<br><br>Review of country cooperation frameworks |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 3 | | | | FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS |
| | Official | I | | Annual review of the financial situation 1998 |
| | Official | A | | Budget estimates for the next biennium (97/24) |
| | | | 1 days | |
| | Official | I | | Activities of the Inter-Agency Procurement Services Office |
| | Official | I | | Subcontracts awarded and major equipment ordered |
| | Official | A | | Review and revision of UNDP Financial Regulations and Rules |
| 4 | | | | SPECIAL FUNDS AND PROGRAMMES |
| | | | ½ day | |
| | Official | I | | United Nations Capital Development Fund (97/8) |
| 5 | | | | UNITED NATIONS OFFICE FOR PROJECT SERVICES |
| | Official | A | ½ day | Budget estimates for the next biennium (97/22) |
| | Official | I | | Risk management, reserves and surplus income (97/21) |

| Item No. | Nature of report | Action/ Information | Time allotted | Item and subject |
|---|---|---|---|---|
| 6 | | | | **UNFPA SEGMENT** |
| | Official | A | 1 day | FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS |
| | Official | I | | Biennial support budget, 2000-2001 |
| | | | | Annual financial review, 1998 |
| 7 | | | | TECHNICAL SUPPORT SERVICES |
| | Official | A | ½ day | Proposals for future options for providing specialist support and advice to country support teams and country programmes (98/6) |
| 8 | | | | COUNTRY PROGRAMMES AND RELATED MATTERS |
| | Official | A | ½ day | Country programmes and intercountry programmes |
| 9 | | | | ICPD+5 |
| | CRP | I | ½ day | Implications of outcomes |
| 10 | | | | OTHER MATTERS |
| | CRP | I | | Report on field visits for 1999 |

Abbreviations: A = action; CRP = conference room paper; I = information; UNOPS = United Nations Office for Project Services.

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